

Charity number: SC024450
Company number: SC156020

CULAG COMMUNITY WOODLAND TRUST
(A company limited by guarantee)

Trustees' report and financial statements

for the year ended 31 March 2010

CULAG COMMUNITY WOODLAND TRUST
(A company limited by guarantee)

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CULAG COMMUNITY WOODLAND TRUST
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Legal and administrative information

Charity number SC024450

Company registration number SC156020

Registered office 1 Old Coach House
Lochinver
Sutherland
IV27 4LE

Trustees Andrew Taylor
Mel Chapman
Jimmy Crooks
Colin Ritchie
Charles Russell
Gwen Richards
Mark Snowdon

Trustees (Appointed Directors) Andy Summers
John Simpson (resigned 17 August 2009)
Nicholas Gorton
George Farlow
Robin Noble (appointed 17 August 2009)

Secretary Ian Mackenzie

Accountants Frame Kennedy & Forrest
Albyn House
Union Street
Inverness
IV1 1QA

Bankers Royal Bank of Scotland
Lochinver
IV27 4LF

Treasurer Ian Mackenzie

CULAG COMMUNITY WOODLAND TRUST
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Report of the trustees (incorporating the directors' report)
for the year ended 31 March 2010

The trustees present their report and the financial statements for the year ended 31 March 2010. The trustees, who are also directors for the purposes of company law, and who served during the year and up to the date of this report are set out on page 1.

Structure, governance and management

Governing Document

Culag Community Woodland Trust is a company limited by guarantee and is governed by its Memorandum and Articles of Association dated 14 November 1994.

Appointment of Trustees

The Board consists of 7 member directors and 4 appointed directors. Member directors are elected by the membership at the Annual General Meeting and are appointed for 3 years, but are eligible for re-election following that period. Appointed directors are nominated by the Highland Council, Assynt Community Council, Assynt Estates and Highland Council Ranger Services.

Trustee Induction and Training

All appointees to the board are given an induction pack and, if considered necessary, training.

Organisational Structure

The board normally meets monthly and is responsible for the overall policy and strategy. The day to day running of the Trust is managed by the Company Secretary, supported by the staff and their line managers.

Risk Management

The board have reviewed the risks faced by the organisation. The risk register is monitored regularly at board meetings and other meetings called for the purpose.

Objectives and activities

Principal Objects

The principal objects of the Trust are for the benefit of the public as a whole and for the benefit of the public of Assynt in particular, and are as follows:

- a) to manage and preserve community woodlands in accordance with good woodland management practice,
- b) to conserve and protect this aspect of the natural environment of the area,
- c) to advance education concerning the natural environment of the area.

Achievements and performance

Achievements

The Trust has continued to act in pursuit of its objects.

This year the Trust's activities included:

- a) Application to the Scottish Rural Development Programme (SRDP) for funding various works at Culag Wood and Little Assynt.
- b) The new 4.5km loop path at Little Assynt is well advanced and works should be fully complete by the end of 2010.
- c) A wide range of activities, education and courses for the community, local schools and visitors, in conjunction with several partners.

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Report of the trustees (incorporating the directors' report)
for the year ended 31 March 2010

Contribution of Volunteers

The directors gratefully acknowledge the valuable contribution made by all the Trusts volunteers during the year.

Financial review

Performance Review

The directors monitor and review the financial performance every quarter. The annual accounts are approved by the members at the Annual General Meeting.

Reserves Policy

The Directors regard any surplus of the company as being available for expenditure solely towards the promotion of its activities and to fulfil its charitable objects.

Tangible fixed assets shown in the balance sheet amount to £962,768. These assets, combining land and buildings and plant and machinery, were obtained largely by grants and these grants would be largely reimbursable should the assets be realised at any time in the foreseeable future.

Actual reserves at 31 March 2010 were £17,659.

Plans for future periods

The Trust will continue to act in pursuit of its objectives in the current year.

The Trust will continue with its guardianship of Little Assynt and Culag and with partnerships to ensure a continuing programme of activities and education.

The path work at Little Assynt will be completed by the end of 2010.

The Trust will endeavour to create further opportunities for employment and training so that Culag Enterprises can continue to evolve towards longer term sustainability.

Statement of trustees' responsibilities

The trustees are responsible for preparing the annual report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees recommend that Frame Kennedy & Forrest remain in office until further notice.

CULAG COMMUNITY WOODLAND TRUST
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Report of the trustees (incorporating the directors' report)
for the year ended 31 March 2010

Small company provisions

This report has been prepared in accordance with the provisions applicable to companies subject to the small regime.

On behalf of the board

Ian Mackenzie
Secretary

17 May 2010

CULAG COMMUNITY WOODLAND TRUST
(A company limited by guarantee)

**Independent examiner's report to the trustees on the unaudited financial statements of
CULAG COMMUNITY WOODLAND TRUST.**

I report on the financial statements of CULAG COMMUNITY WOODLAND TRUST for the year ended 31 March 2010 which comprise the statement of financial activities, the balance sheet and the related notes. These financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), under the historical cost convention and the accounting policies set out therein.

This report is made to the company's board of trustees in accordance with the terms of our engagement. Our work has been undertaken to enable us to prepare the accounts on behalf of the company's board of trustees and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's board of trustees, as a body, for our work or for this report.

Respective responsibilities of trustees and independent examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (a) to (c) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (i) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 44 (1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations; and
 - to prepare accounts which accord with the accounting records and to comply with Regulation 8 of the 2006 Accounts Regulationshave not been met; or

- (ii) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Colin Gray
Independent examiner
Frame Kennedy & Forrest
Albyn House
Union Street
Inverness
IV1 1QA
17 May 2010

CULAG COMMUNITY WOODLAND TRUST
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Statement of financial activities (incorporating the income and expenditure account)

For the year ended 31 March 2010

	Notes	Unrestricted funds £	Restricted funds £	2010 Total £	2009 Total £
Incoming resources					
Incoming resources from generating funds:					
Voluntary income	2	5,573	-	5,573	909
Investment income	3	48	-	48	794
Incoming resources from charitable activities	4	16,743	228,963	245,706	207,551
Total incoming resources		<u>22,364</u>	<u>228,963</u>	<u>251,327</u>	<u>209,254</u>
Resources expended					
Charitable activities	5	15,813	77,999	93,812	80,586
Governance costs	6	604	-	604	795
Total resources expended		<u>16,417</u>	<u>77,999</u>	<u>94,416</u>	<u>81,381</u>
Net incoming resources for the year /					
Net income for the year		5,947	150,964	156,911	127,873
Total funds brought forward		11,712	834,327	846,039	718,166
Total funds carried forward		<u>17,659</u>	<u>985,291</u>	<u>1,002,950</u>	<u>846,039</u>

The notes on pages 9 to 15 form an integral part of these financial statements.

CULAG COMMUNITY WOODLAND TRUST
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Balance sheet
as at 31 March 2010

	Notes	£	2010	£	2009	£
Fixed assets						
Tangible assets	11		962,768		800,511	
Investments	12		1		1	
			<u>962,769</u>		<u>800,512</u>	
Current assets						
Debtors	13	-		357		
Cash at bank and in hand		40,681		45,670		
		<u>40,681</u>		<u>46,027</u>		
Creditors: amounts falling due within one year	14	<u>(500)</u>		<u>(500)</u>		
Net current assets			40,181		45,527	
Net assets			<u>1,002,950</u>		<u>846,039</u>	
Funds						
Restricted income funds	15		985,291		834,327	
Unrestricted income funds			17,659		11,712	
Total funds			<u>1,002,950</u>		<u>846,039</u>	

The trustees statements required by Sections 475(2) and (3) are shown on the following page which forms part of this Balance Sheet.

The notes on pages 9 to 15 form an integral part of these financial statements.

CULAG COMMUNITY WOODLAND TRUST
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Balance sheet (continued)

statements required by Sections 475(2) and (3)
for the year ended 31 March 2010

In approving these financial statements as trustees of the company we hereby confirm:

(a) that for the year stated above the company was entitled to the exemption conferred by Section 477 of the Companies Act 2006;

(b) that no notice has been deposited at the registered office of the company pursuant to Section 476 requesting that an audit be conducted for the year ended 31 March 2010 and

(c) that we acknowledge our responsibilities for:

(1) ensuring that the company keeps accounting records which comply with Section 386, and

(2) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the year then ended in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the provisions of the Companies Act relating to financial statements, so far as applicable to the company.

These financial statements are prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved by the Board on 17 May 2010 and signed on its behalf by

Mark Snowdon
Director

The notes on pages 9 to 15 form an integral part of these financial statements.

CULAG COMMUNITY WOODLAND TRUST
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Notes to financial statements
for the year ended 31 March 2010

1. Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

1.1. Basis of accounting

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Statement of Recommended Practice 'Accounting and Reporting by Charities' issued in March 2005 (SORP 2005) and the Companies Act 2006.

1.2. Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Voluntary income is received by way of grants, donations and gifts and is included in full in the statement of financial activities when receivable. Grants where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant. Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included.

Grants, including grants for the purchase of fixed assets, are recognised in full in the statement of financial activities in the year in which they are receivable.

Income from investments is included in the year in which it is receivable.

1.3. Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes. Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

1.4. Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost residual value of each asset over its expected useful life, as follows:

Land and buildings	-	2% straight line
Leasehold properties	-	Straight line over the life of the lease
Plant and machinery	-	20% straight line
Computers	-	33% straight line

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Notes to financial statements
for the year ended 31 March 2010

2. Voluntary income

	Unrestricted funds £	2010 Total £	2009 Total £
Donations	5,573	5,573	909
	<u>5,573</u>	<u>5,573</u>	<u>909</u>

3. Investment income

	Unrestricted funds £	2010 Total £	2009 Total £
Bank interest receivable	48	48	794
	<u>48</u>	<u>48</u>	<u>794</u>

4. Incoming resources from charitable activities

	Unrestricted funds £	Restricted funds £	2010 Total £	2009 Total £
Grants - Scottish Natural Heritage	-	9,930	9,930	10,055
Grants - Forestry Commission	-	-	-	1,000
Grants - Brown Forbes Memorial Fund	-	-	-	15,000
Grants - Highlands & Islands Partnership	-	84,495	84,495	19,960
Grants - Big Lottery - Growing Community Awards	-	100,708	100,708	84,616
Grants - Highland Council	-	-	-	5,000
Grants - Highlands & Islands Enterprise	-	33,830	33,830	31,885
Grants - Robertson Trust	-	-	-	15,000
Grants - CVS North	100	-	100	100
Grants - Gannochy Trust	-	-	-	10,000
Grants - HBOS	-	-	-	2,000
Grants - Scottish Mountaineering Trust	-	-	-	9,800
Grants - Scottish Government (RPID)	1,000	-	1,000	300
Grants - Com Na Gaidhlig	-	-	-	609
Subscriptions	513	-	513	788
Booklet Sales	37	-	37	179
Rental income	250	-	250	250
Wayleaves	304	-	304	293
Fishing permits	628	-	628	516
Plant hire	80	-	80	200
Profit from Culag Enterprises	13,831	-	13,831	-
	<u>16,743</u>	<u>228,963</u>	<u>245,706</u>	<u>207,551</u>

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Notes to financial statements
for the year ended 31 March 2010

5. Costs of charitable activities - by fund type

	Unrestricted funds £	Restricted funds £	2010 Total £	2009 Total £
Wages and salaries	-	22,849	22,849	18,277
Rent	250	-	250	250
Light & heat	254	-	254	365
Insurance	1,260	-	1,260	2,018
Planning fee	435	-	435	-
Marketing and leaflets	-	61	61	2,141
Telephone	637	-	637	682
Computer costs	1,223	-	1,223	259
Depreciation on freehold	-	14,892	14,892	11,058
Depreciation on plant and machinery	2,213	14,642	16,855	16,395
Payments to contractors	7,209	-	7,209	11,927
Training costs	-	25,555	25,555	13,592
Printing, postage and stationery	1,460	-	1,460	1,112
General expenses	872	-	872	2,510
	<u>15,813</u>	<u>77,999</u>	<u>93,812</u>	<u>80,586</u>

6. Governance costs

	Unrestricted funds £	2010 Total £	2009 Total £
Accountancy fees	604	604	529
Legal fees	-	-	115
Bank charges	-	-	151
	<u>604</u>	<u>604</u>	<u>795</u>

7. Net incoming resources for the year

	2010 £	2009 £
Net incoming resources is stated after charging:		
Depreciation and other amounts written off tangible fixed assets	<u>31,747</u>	<u>27,453</u>

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Notes to financial statements
for the year ended 31 March 2010

8. Employees

Employment costs	2010	2009
	£	£
Wages and salaries	22,849	18,277
	<u>22,849</u>	<u>18,277</u>

No employee received emoluments of more than £60,000 (2009 : None).

Number of employees

The average monthly numbers of employees (including the trustees) during the year, calculated on the basis of full time equivalents, was as follows:

2010	2009
Number	Number
1	1
<u>1</u>	<u>1</u>

9. Trustees' emoluments

No Trustees received a salary during the year.

10. Taxation

The charity's activities fall within the exemptions afforded by the provisions of the Income and Corporation Taxes Act 1988. Accordingly, there is no taxation charge in these accounts.

11. Tangible fixed assets	Land and buildings freehold	Short leasehold property	Plant and machinery	Computers	Total
	£	£	£	£	£
Cost					
At 1 April 2009	795,078	1	86,841	2,202	884,122
Additions	191,705	-	2,299	-	194,004
At 31 March 2010	<u>986,783</u>	<u>1</u>	<u>89,140</u>	<u>2,202</u>	<u>1,078,126</u>
Depreciation					
At 1 April 2009	43,763	-	39,114	734	83,611
Charge for the year	14,892	-	16,121	734	31,747
At 31 March 2010	<u>58,655</u>	<u>-</u>	<u>55,235</u>	<u>1,468</u>	<u>115,358</u>
Net book values					
At 31 March 2010	<u>928,128</u>	<u>1</u>	<u>33,905</u>	<u>734</u>	<u>962,768</u>
At 31 March 2009	<u>751,315</u>	<u>1</u>	<u>47,727</u>	<u>1,468</u>	<u>800,511</u>

CULAG COMMUNITY WOODLAND TRUST
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Notes to financial statements
for the year ended 31 March 2010

12. Fixed asset investments	Subsidiary undertakings shares £	Total £
Historical cost as at 31 March 2010	1	1
	<u>1</u>	<u>1</u>

All fixed asset investments are held within the United Kingdom.

12.1. Holdings of 20% or more

The company holds 20% or more of the share capital of the following companies:

Subsidiary undertaking	Country of registration or incorporation	Nature of business	Shares held class	Proportion of shares held
Culag Enterprises Limited	Scotland	Path construction and maintenance	Ordinary	100

The aggregate amount of capital and reserves and the results of these undertakings for the last relevant financial year were as follows:

	Capital and reserves £	Profit for the year £
Culag Enterprises Limited	18,202	18,201

13. Debtors

	2010 £	2009 £
Other debtors	-	357
	<u>-</u>	<u>357</u>

**14. Creditors: amounts falling due
within one year**

	2010 £	2009 £
Trade creditors	500	500
	<u>500</u>	<u>500</u>

CULAG COMMUNITY WOODLAND TRUST
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Notes to financial statements
for the year ended 31 March 2010

15. Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total funds £
Fund balances at 31 March 2010 as represented by:			
Tangible fixed assets	3,513	959,255	962,768
Investment assets	1	-	1
Current assets	14,645	26,036	40,681
Current liabilities	(500)	-	(500)
	<u>17,659</u>	<u>985,291</u>	<u>1,002,950</u>

16. Unrestricted funds

	At 1 April 2009 £	Incoming resources £	Outgoing resources £	At 31 March 2010 £
General fund	3,064	18,786	(5,354)	16,496
Culag Wood	(7,895)	1,143	(4,784)	(11,536)
Little Assynt (excl. AAP)	16,543	2,435	(6,279)	12,699
	<u>11,712</u>	<u>22,364</u>	<u>(16,417)</u>	<u>17,659</u>

17. Restricted funds

	At 1 April 2009 £	Incoming resources £	Outgoing resources £	At 31 March 2010 £
Old Coach House Fund	31,308	-	(711)	30,597
Little Assynt (Paths Fund)	560,839	228,963	(77,288)	712,514
Little Assynt Estate	242,180	-	-	242,180
	<u>834,327</u>	<u>228,963</u>	<u>(77,999)</u>	<u>985,291</u>

18. Related party transactions

During the year Culag Community Woodland Trust made purchases of £181,322 in the ordinary course of business, from Culag Enterprises Limited. Culag Enterprises Ltd is a wholly owned subsidiary of Culag Woodland Trust.

CULAG COMMUNITY WOODLAND TRUST
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Notes to financial statements
for the year ended 31 March 2010

19. Post balance sheet events

Following the end of the financial year, Culag Enterprises Ltd donated all of its profits to Culag Community Woodland Trust Ltd.

20. Company limited by guarantee

CULAG COMMUNITY WOODLAND TRUST is a company limited by guarantee and accordingly does not have a share capital. Every member of the company undertakes to contribute such amount as may be required not exceeding £1 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.

CULAG COMMUNITY WOODLAND TRUST
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The following pages do not form part of the statutory accounts.

CULAG COMMUNITY WOODLAND TRUST
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Detailed statement of financial activities

For the year ended 31 March 2010

	2010	2009
	£	£
Incoming resources		
Incoming resources from generating funds:		
<i>Voluntary income</i>		
Donations	5,573	909
	<u>5,573</u>	<u>909</u>
<i>Investment income</i>		
Bank interest receivable	48	794
	<u>48</u>	<u>794</u>
Total incoming resources from generating funds	<u>5,621</u>	<u>1,703</u>
Incoming resources from charitable activities		
Grants - Scottish Natural Heritage	9,930	10,055
Grants - Forestry Commission	-	1,000
Grants - Brown Forbes Memorial Fund	-	15,000
Grants - Highlands & Islands Partnership	84,495	19,960
Grants - Big Lottery - Growing Community Awards	100,708	84,616
Grants - Highland Council	-	5,000
Grants - Highlands & Islands Enterprise	33,830	31,885
Grants - Robertson Trust	-	15,000
Grants - CVS North	100	100
Grants - Gannochy Trust	-	10,000
Grants - HBOS	-	2,000
Grants - Scottish Mountaineering Trust	-	9,800
Grants - Scottish Government (RPID)	1,000	300
Grants - Com Na Gaidhlig	-	609
Subscriptions	513	788
Booklet Sales	37	179
Rental income	250	250
Wayleaves	304	293
Fishing permits	628	516
Plant hire	80	200
Profit from Culag Enterprises	13,831	-
	<u>245,706</u>	<u>207,551</u>
Total incoming resources	<u>251,327</u>	<u>209,254</u>

CULAG COMMUNITY WOODLAND TRUST
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Detailed statement of financial activities

For the year ended 31 March 2010

Resources expended

	2010		2009	
	£	£	£	£
Charitable activities				
<i>Activities undertaken directly</i>				
Wages and salaries	22,849		18,277	
Rent	250		250	
Light & heat	254		365	
Insurance	1,260		2,018	
Planning fee	435		-	
Marketing and leaflets	61		2,141	
Telephone	637		682	
Computer costs	1,223		259	
Depreciation on freehold	14,892		11,058	
Depreciation on plant and machinery	16,855		16,395	
Payments to contractors	7,209		11,927	
Training costs	25,555		13,592	
Printing, postage and stationery	1,460		1,112	
General expenses	872		2,510	
Total charitable activity expenditure	93,812		80,586	
Governance costs				
<i>Activities undertaken directly</i>				
Accountancy fees	604		529	
Legal fees	-		115	
Bank charges	-		151	
Total governance costs	604		795	
Total outgoing resources	81,381		39,749	
Net incoming/(outgoing) resources for the year	156,911		127,873	